

Accepting -

Collection Planning
Branch

MUC -
13 Oct. 1983

Presented by -
Mr. Bigg.

STAT

STAT

Collection Planning Branch



OD&E

25X1

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COLLECTION PLANNING BRANCH

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S E C R E T

HONOR AND MERIT AWARDS CEREMONY

[REDACTED]

25X1

Thursday, 13 October 1983

2:00 p.m.

Presentation by Mr. Charles A. Briggs
Executive Director

MERITORIOUS UNIT CITATION

Collection Planning Branch, [REDACTED]
Office of Development and Engineering

25X1

[REDACTED] accepting

25X1

Officials and Guests

Mr. R. E. Hineman
Mr. James V. Hirsch

[REDACTED]

25X1

25X1

Mr. Robert J. Kohler

S E C R E T

Executive Director Presentation of Meritorious Unit Citation
to
Collection Planning Branch, []
Office of Development and Engineering

STAT

2:00 p.m., Thursday, 13 October 1983
[]

STAT

SCENARIO

13:55 Chief, Protocol Branch and [] will meet Mr. Briggs
at the entrance to the Annex

STAT

14:00 Chief, Protocol Branch will escort Mr. Briggs and [] to
the Auditorium

STAT

[] will be seated in first row, right side of Auditorium
with other awardees

STAT

Executive Director will proceed to center of stage

Executive Director Remarks

Executive Director will invite [] to join him for reading of
citation by []

STAT
STAT

Chief, Protocol Branch will provide Meritorious Unit Citation to
Executive Director

Executive Director presentation of Meritorious Unit Citation to
[] (photograph)

STAT

Executive Director will invite Mr. Hineman to join him and []
for another photograph

STAT

Executive Director will invite other attendees to extend congratulations
to [] and the awardees

STAT

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The United States of America



Central Intelligence Agency

Citation

COLLECTION PLANNING BRANCH,

STAT

OFFICE OF DEVELOPMENT AND ENGINEERING

is hereby awarded the

MERITORIOUS UNIT CITATION

in recognition of the outstanding accomplishments of its personnel from 7 May 1980 to 6 June 1983. By virtue of their exceptional dedication and sustained extraordinary performance, great strides have been made in collection operations for a critical National Intelligence Program. The superb professionalism and considerable personal sacrifice of each individual contributed significantly to the overall mission of the Intelligence Community. Their remarkable performance upholds the finest traditions of the craft of intelligence and is truly worthy of commendation and honor.

4 JUL 86

MEMORANDUM FOR: Director of Development and Engineering

VIA: Deputy Director for Science and Technology

FROM:
Recorder, Honor and Merit Awards Board

25X1

SUBJECT: Meritorious Unit Citation - Collection Planning
Branch Office of Development
and Engineering, DDS&T

25X1

1. The Honor and Merit Awards Board is pleased to notify you that the Meritorious Unit Citation has been approved for the Collection Planning Branch, C Program Group, Office of Development and Engineering, Directorate for Science and Technology. A copy of the memorandum which has been placed in the Official Personnel File of each employee named in the recommendation is attached for your information.

2. We are committed to present awards as soon as possible after their approval. When you have informed the unit of their award, please ask a member of your staff to mail the attached "Return Copy" of this memorandum to the Protocol Branch, indicating the date of your notification and the name and telephone number of the individual whom the Protocol Branch should contact to arrange presentation of the award.

25X1

4 AUG 1983

MEMORANDUM FOR THE RECORD

FROM:

[REDACTED]
Recorder, Honor and Merit Awards Board

25X1

SUBJECT: Meritorious Unit Citation - Collection Planning Branch
[REDACTED] Office of Development and Engineering
Deputy Directorate for Science and Technology

25X1

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On 22 July 1983 the Executive Director approved the award of the Meritorious Unit Citation for the Collection Planning Branch, [REDACTED] OD&E, DDS&T, in recognition of the outstanding performance displayed by the following employees from 7 May 1980 through 6 June 1983:

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S E C R E T

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CLASSIFY AS APPROPRIATE

RECOMMENDATION FOR HONOR OR MERIT AWARD

(Submit eight copies with: description of performance or service warranting award; biographic profile; latest performance appraisal report; and unclassified citation)

1. SOCIAL SECURITY NO.			2. NAME OF PERSON RECOMMENDED (Last, First, Middle) Collection Planning Branch OD&E			3. POSITION TITLE		
4. GRADE	5. YOB	6. SD	7. OFFICE OF ASSIGNMENT	8. EXTENSION	9. RECOMMENDED AWARD Meritorious Unit Citation			
10. INCLUSIVE DATES FOR WHICH RECOMMENDED 07 May 1980 - 06 June 1983				11. IF RETIRING, DATE OF RETIREMENT		12. POSTHUMOUS YES NO		
13. HOME ADDRESS (include ZIP CODE)				14. NAME OF SPOUSE		15. HOME PHONE		

Have any other persons received or been recommended for an award for this service or act?

- ☐ yes (If yes, attach list of full names and awards.)
☒ no

TITLE AND SIGNATURE OF EMPLOYEE MAKING RECOMMENDATION Deputy Director for System Operations		DATE 6-15-83	
HEAD OF R CAREER SERVICE (Career service of nominee)		DATE 6/21/83	
DEPUTY DIRECTOR OF CAREER SERVICE		DATE	
DEPUTY DIRECTOR OF OPERATING COMPONENT		DATE 13 JUL 1983	

REPORT OF HON

The Honor and Merit Awards Board having considered the foregoing recommendation on 19 July 1983:

- ☒ recommends approval
☐ does not recommend approval
☐ recommends award of

REMARKS

APPROVED Executive Director of Central Intelligence DATE 22 JUL 1983		SIGNATURE James N. Glerum TYPED NAME OF CHAIRMAN, HONOR AND MERIT AWARDS BOARD James N. Glerum SIGNATURE TYPED NAME OF	
		13 JUL 1983	

SECRET/

TOP

CLASSIFY AS APPROPRIATE

Copy 1 of 5

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CITATION

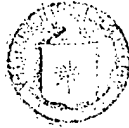
A Meritorious Unit Citation is hereby awarded to the Collection Planning Branch (CPB) for outstanding efforts [REDACTED]

STAT

[REDACTED] Members of the Collection Planning Branch have demonstrated outstanding technical expertise, superior dedication and sustained extraordinary performance. [REDACTED]

STAT

[REDACTED] Their reputation for excellence reflects credit on each individual, the Office of Development and Engineering, and the Central Intelligence Agency.



Washington, D. C. 20505

7 MAY 1980

MEMORANDUM FOR: Director of Development and Engineering
FROM: Director of Central Intelligence
SUBJECT: Commendation for Contributions [redacted]

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1. I am very much aware of the key role played by members of the Office of Development and Engineering [redacted]

[redacted] The quality and timeliness of their efforts were exceptional. The operating components of the Agency, as well as other members of the Intelligence Community, have come to expect such performance and again, they were not disappointed.

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2. Please express my deep appreciation personally to each individual involved and ensure that a notation to this effect is included in their personnel files.


STANSFIELD TURNER

Attachment A [redacted]

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Serial No.	RECOMMENDATION FOR HONOR OR MERIT AWARD		Case No.
Name of Employee	Grade	Office of Assignment	
Collection Planning BR.	-	CPB/	
Date Form 600 Received	Award Recommended	Type	
14 July 83	MUC	A	
Date Security Approval	Custody	Released	
Requested -	Received -		
Date of HMAB Approval	Award Approved		
19 July 1983	MUC		
Date of DCI Approval	Award Approved		
22 July 1983	MUC		
Retirement Date	Retirement System		
Ceremony Brief	Date Guest List Received	Date HMAB Ceremony	
Date Photographs Forwarded	Previous awards if any:		
Comments 14 Nov. 1983- Received photographs 28 Nov. 1983- sent photo to Mr. Briggs for signature. 3 Dec 1983- Received signed photo. <u>Jim</u> : I was pleased to have had the opportunity to present a Meritorious Unit Citation to CPB. My congratulations again to all for a superb performance. <u>Chuck Briggs</u> 7 Dec. 1983- prepared photos for mailing. 8 Dec 1983- mailed photos- case closed sent to			

STAT
CODE

STAT

<input type="text"/>		SEC TS	ORIGIN DMS&T/OD&E/SO		CC <input type="text"/>	
DATE OF DOC	DATE REC'D 14 Jul 83	DATE OUT	SUSPENSE DATE	CROSS REFERENCE OR <input type="text"/>		
TO	Chairman/IFAB DMS&T/OD&E IFAB Recommendation MUC Collection Planning Branch <input type="text"/> OD&E Copy 1 & 2 rec'd Copy 2 destroyed 14 Oct 83 ATTACHMENTS: <input type="text"/>			ROUTING	DATE SENT	
FROM				<input type="text"/>	<input type="text"/>	
SUBJ.				<input type="text"/>	<input type="text"/>	
				<input type="text"/>	<input type="text"/>	
				<input type="text"/>	<input type="text"/>	
COURIER NO.	ANSWERED	NO REPLY			8	

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CEREMONY CHECKSHEET

No. of Awardee: Collection Planning Branch Home Phone: _____
ODN 2 Office Phone: _____
 Award: MUC Contact Point (if not awardee): _____ STAT
 Phone: _____ STAT
 Ceremony Date: Thurs, 13 Oct Time: 1400 STAT
 Presenter: Exhibit Conference Room: _____ STAT
 Booked: _____ STAT
 Rosann Advised: 1 Sept 83 -- ☐ NOT attending Note to Staff: _____ STAT
 Guest List Received: N/A Guest List Called: _____
 Personal Brief Requested: N/A Received: _____
 Need ☐: Yes N/A No: _____ Name to be sent to ☐ Yes N/A No: _____ STAT
 Length of Service Certificates N/A Copy of ☐ to Retirement Division _____ STAT
☐ Requested (when needed) N/A Received N/A STAT
 Scenario Prepared (when needed): Yes Bullets Prepared (when needed): N/A
 Guide Guest List Typed: _____ Formal Guest List Typed: 12 Oct
 Citation Written: done Typed: _____
 3X5 Card: _____ 5X8 Card: 12 Oct
 Photographer Called: N/A Requisition #: N/A
 Photo Requisition Typed: N/A Labels for Chairs: _____
 Awards Gathered/Framed: _____

-9/2 -- ME cleared the ceremony with DDS&T/OD&E and ☐ for all calendars. Mr. Briggs STAT
 agreed to present at the Site. ☐ will get us clearances for the day if we STAT
 need them. ☐ will not go. John said the Site prefers that their Executive STAT
 Office, ☐ reads the citation instead of ☐ Bob said okay with STAT
 him as long as it okay with Mr. Briggs -- so that Briggs doesn't think Personnel deserting
 him. The Site will provide the photographer. ☐ Chief of the Branch will STAT
 accept the award ☐ STAT

9/26 ☐ called from ☐ she confirmed that ☐ STAT
☐ will read citation. She will invite all awardees STAT
 and let us know who attending, she will give us names of those STAT
 in HQS area that we should invite. She needs to know exactly
 who will come down -- names, including Briggs, C/PS staff,
 etc. Checked with ☐ O/DDS&T -- she said STAT
 both Hineman & Hirsch plan to attend, MEE already had also
 gotten it on ☐ calendar. STAT

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MERITORIOUS UNIT CITATIONS

NAME OF UNIT: Collection Planning BranchCOMPONENT/DIRECTORATE RECOMMENDING AWARD: DDST/ODREDATE RECEIVED: 14 July 1983 BY: _____
(PB Officer)

C/PB _____

TO Doris:

Log in Black Notebook ✓
Make File ✓TO _____ to prepare for HMAB meeting _____
(Date Received)Check to Ensure Enough Copies _____
Make Tab for MUC Notebook _____BOARD MEETING DATE: 19 JulyBOARD ACTION: Approved ✓ Disapproved _____ Deferred _____
Suspense _____TO Charleen/Sharon to prepare folder for approval: 20 July 83TO C/PB after approval 22 July 83Log in approval folder ✓
Order Certificate ✓TO DC/PB for Information 7/26

STAT

TO Charleen/Sharon

Prepare Memo for the Record ✓
Prepare Notification Memorandum ✓TO C/PB for Release to DC/BSD ✓ TO Charleen/Sharon File in "Pending Presenta-
tic

Upon Receipt of "Return Copy":

TO Charleen to attach "Ceremony Checklist"
TO C/PB

Tues 4 Oct
 Fri 30 Sept
 Wed 5 Oct
 Thurs 13 Oct
 AM or PM
 Thurs 20 Oct
 Thurs 27 Oct

Edin will present

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